

To: Mayor/Council

From: Susan White

Date: September 16, 2021

Subject: Item for the October, 2021 City Council meeting

Please include the following items for the October, 2021 City Council meeting:

1. Consideration of a contract with Crux Strategies as the government relations for the Tennessee General Assembly and Executive Branch.
2. Consideration of a contract for engineering services for the Great Wolf Lodge access road.



PURCHASING DEPARTMENT

Approval of a request for the Terms of Engagement of Crux Strategies

This item will be taken to the October 5th, 2021 City Council meeting.

Purchasing approval: *Susan White*

Finance approval: *Bobby Arnold*

Mayor approval: *Scott Conger*



3100 WEST END AVENUE, SUITE 225
NASHVILLE, TN 37203-1655
TELEPHONE: (615) 742-4623
FACSIMILE: (615) 256-8386

C. TIMOTHY GARY, CEO
lgary@cruxstrategies.com
(615) 780-1105

The Honorable Scott Conger, Mayor
City of Jackson, Tennessee
121 East Main Street
Jackson, TN 38301

Re: Terms of Engagement of Crux Strategies;
Government Relations for the Tennessee General Assembly and Executive Branch

Dear Mayor Conger:

This engagement letter sets forth the expectations and professional arrangements, relative to the engagement you have requested, between Crux Strategies (hereinafter "Crux") and the City of Jackson Tennessee (hereinafter "Client"). If I have misunderstood or overlooked anything, we are happy to revise the proposal to meet your needs.

Our Approach

Crux will coordinate with you, and any Client personnel designated by you on the above referenced project. We take time to understand the mission, goals and values of your organization and to apply sound strategic and business discipline to help you achieve your goals with optimal outcomes. Crux will apply those core values to the project in question.

PROFESSIONAL ARRANGEMENTS AND FEES

Our Client for this engagement will be the City of Jackson Tennessee, as a corporate entity. Matt King, Member and Senior Vice President of Government Relations for Crux, will personally oversee and lead this engagement as executive sponsor.

Crux will charge a monthly fee of \$4,166.67 (annually, \$50,000.00), renewable on an annual basis, September 2022.

The Parties to this engagement agree that the monthly billing arrangement shall be applicable to payment terms only and that the project fee shall be fully earned by the performance of Crux during the 2022 annual session of the Tennessee General Assembly.

GENERAL TERMS AND CONDITIONS

Crux is available to begin work on designated projects as of the execution of this agreement.

We expect that responsibility for direct oversight of our activity will be assigned to a designated Client executive as our "Engagement Sponsor." We anticipate that you will be the Engagement Sponsor unless you advise otherwise. Given the criticality of communication and responsiveness to a successful working relationship, we pledge to make every effort to respond to a phone call, email or message within 24 hours of receipt.

Legal services, if required, will be provided by legal counsel pursuant to a separate engagement letter.

- Crux will invoice for consultant time on a monthly basis not to exceed the set budget.
- Invoicing will occur electronically via PDF images and email.
- Invoices are due upon receipt. We request that payment occur within 15 business days from receipt of the electronic invoice.
- Client agrees not to solicit for hire any member of the Crux team without specific written approval from the CEO of Crux.
- Preserving Confidences. We appreciate that we may be privy to confidential information and we will take the steps necessary to maintain this confidentiality except as may be required by applicable law. In addition, in accepting the terms of this engagement letter, you recognize that while Crux employs both attorneys, as well as non-attorney professionals, only those engagements of Crux directed by applicable legal privilege. In order to promote efficiency and save costs, we may employ electronic mail, where applicable, to communicate with you on this.
- Conflicts. You are aware that our firm represents many governmental entities, private companies and individuals. It is possible that during the time that we are engaged in your project one or more of our present or future clients will have transactions with Client or otherwise have interests adverse to Client. We are not aware of any such conflicts as of the date hereof. We also may be asked to represent, in an unrelated matter, one or more of the other parties involved in the operation or management of Client. We do not believe such representation, if it occurs, will adversely affect our ability to represent you as provided in this letter, either because such matters will be

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sufficiently different from these matters so as to make such representations not adverse to our representation of you, or because the potential for such adversity is remote or minor and outweighed by the consideration that it is unlikely that advice given to the other client will be relevant to any aspect of the captioned matter. We confirm that you do not believe that the representation of such other parties would pose a conflict of interest. Should you disagree with this conclusion or have any further questions about this paragraph, please contact us as soon as possible.

- This agreement shall be interpreted and construed in accordance with the laws of the State of Tennessee. In the event of a dispute, the parties hereto irrevocably consent to be subject to the jurisdiction of the courts of record for Davidson County, Tennessee, or the U.S. District Court for the Middle District of Tennessee, were applicable.

Client responsibilities under this arrangement include:

- Provide timely access to Executive Sponsor and other managers and staff as needed.
- Respond to request for documents, data and other relevant materials within 48 hours, or notify us when this is not feasible.
- Respond to meeting requests on a priority basis making every effort to schedule meetings (web meeting or in-person) no later than one week from the time the meeting is requested.
- Pay all invoices in a timely manner as agreed.
- Make timely decisions with respect to prioritization, fee schedules and coding issues.

Thank you again for considering Crux Strategies. We appreciate the opportunity to establish a professional and value-added relationship with the City of Jackson Tennessee through this important engagement.

SUBMITTED BY:

ACCEPTED BY:

C. Timothy Gary, JD/MBA
Chief Executive Officer
Crux Strategies

Mayor Scott Conger
City of Jackson

| | | | | | |
|---------|------------|-----------|----------|----------|---------------|
| ARIZONA | CALIFORNIA | FLORIDA | KENTUCKY | MICHIGAN | |
| NEVADA | OHIO | TENNESSEE | TEXAS | TORONTO | WASHINGTON DC |

Susan White - Agreement with Crux Strategies 9008-1

From: Amy Cummings <aac@spraginslaw.com>
To: "Susan White" <swhite@jacksontn.gov>
Date: 9/2/2021 4:22 PM
Subject: Agreement with Crux Strategies 9008-1
Attachments: Agreement with Crux Stratagies.PDF

Susan,

} Lewis could not recall if he responded to your email on this one or not. He wanted me to relay he revied.
All looks good and this is a Professional Services Contract.

Amy A. Boyd
Spragins, Barnett & Cobb, PLC
312 East Lafayette St.
Jackson, TN 38301
731/424-0461
731/424-0562 facsimile
aac@spraginslaw.com

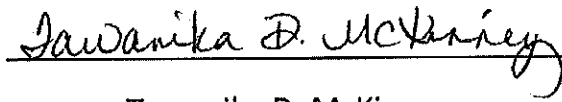
[NOTICE: This message originated outside of the City of Jackson mail system. -- DO NOT CLICK on links, open attachments or provide any personal information unless you trust the sender and know that the content is safe.]

Certificate of Owner's Internal Auditor

I, Tawanika McKinney, the duly authorized and acting Internal Auditor of the City of Jackson, do hereby certify as follows:

I have examined the contract, surety bonds and the bid/proposal package and the manner of execution hereof, and I am of the opinion that each of the aforesaid agreements has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have full power and authority upon approval of Council to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and binding obligations upon the parties executing the same in accordance with terms, conditions and provisions thereof.

Signature:


Tawanika D. McKinney

Date: 8/30/2021

Name of Project: Terms of Engagement of Crux Strategies

[illegible]

September 22, 2021

Mr. Stan Pilant
City of Jackson
Planning Director
111 East Main St., Suite 201
Jackson, TN 38301

**RE: Scope of Services and Fee Proposal for Great Wolf Lodge Access Road
City of Jackson, Tennessee**

Dear Mr. Pilant:

Please see the attached scope which Neel-Schaffer proposes to govern the work outlined in the attached scope of services for the Great Wolf Lodge Access Road project. If the scope and fee is acceptable, Neel-Schaffer is prepared to move forward with executing a contract for professional engineering services immediately with the City of Jackson.

We anticipate the cost of all services as mentioned in the scope to be \$525,000. If you would like to discuss this further, please contact me at your earliest convenience.

We appreciate the opportunity to the City of Jackson to assist with this vital project. Thank you for placing your trust in us to conduct these services.

Sincerely,
NEEL-SCHAFFER, INC.



Richard H. Sullivan, P.E., Assoc. DBIA
Vice President/TN Operations Manager

Scope of Services

Engineering Services for Great Wolf Lodge Access Road

I. Project Description

Services to be provided under this contract will generally consist of survey, preliminary engineering, construction engineering, and related activities for a roadway to serve a development site in Tiger Jones Industrial Park.

The proposed roadway will begin at Dr. F. E. Wright Drive at a point approximately 1,000 feet south of Ridgecrest Road, and end approximately 200 feet east of Araco Parkway. The alignment will generally follow the attached concept plan. Total project length is approximately 4,700 feet. Approximately 3,200 linear feet will be new alignment. The remaining $\pm 1,500$ linear feet is planned to consist of completion of a partially constructed portion of Araco Parkway. The roadway typical section is currently anticipated to be a 2-lane rural section roadway, with bike lanes/shoulders. The project will also include minor improvements to Dr. F. E. Wright Drive in the area of the intersection of the new roadway, anticipated to include construction of auxiliary turn lanes and installation of a traffic signal.

II. Basic Services to be Performed by the Consultant

Consultant's services under this project will consist of the following:

A. General Requirements

1. Consultant will communicate regularly with the project team responsible for the site development project as necessary throughout the design phase to ensure coordination between the roadway design and the site design. The consultant will make available electronic design files as needed for design coordination.
2. Consultant will provide the City of Jackson weekly updates on progress to ensure that the project stays on schedule.

B. Survey Phase

1. Topographic survey

- a. Consultant will provide topographic survey of project area accordance with applicable Standards of Practice for Land Surveyors in the State of Tennessee.
 - i. Underground utilities will be located based on a best effort from one-call utility locates, above ground evidence, and plans provided by utilities.
- b. The City of Jackson will make available to the Consultant LIDAR digital elevation models for the project area. To expedite the design phase, these models may be utilized, at the Consultant's discretion, in the design provided that the Consultant field verifies the accuracy of the data, converts file format as required, and performs any necessary geodetic adjustments. Field survey will be required in areas where the proposed roadway intersects existing roadways, has the potential to impact existing utility facilities, and other critical areas as determined by the Consultant.

- c. The Consultant assumes 100-ft corridor and that the survey will include the main alignment plus 500-ft of the end of the existing Araco Pkwy and 1,000 LF of Dr. FW Wright Dr at the intersection. Proposal includes 500 linear feet of detailed stream survey for three streams. Survey deliverable includes an AutoCAD DWG format deliverable with a ground surface TIN drawn in the CAD file and also delivered in a LandXML format.
- d. The Consultant assumes research and limited boundary investigation will be required for two properties, both owned by the City.

C. Design Phase

While we understand the City's intent is that this project is to be funded exclusively with local funds, in order to expedite bidding and construction, the Consultant will generally follow TDOT Design Guidelines and utilize TDOT Standard Drawings and TDOT Standard Specifications to the extent practical in order to provide bid/construction documents in a format that is familiar to contractors and utilizes materials and components that are readily available.

1. Consultant will conduct all studies necessary to identify conditions that may affect the project.
 - a. Conduct environmental investigations as required to identify jurisdictional streams and/or wetlands, or other regulated environmental features along the project route.
 - b. Conduct limited geotechnical investigations as necessary to establish general soil conditions and identify areas where special treatment (e.g. undercutting, retaining walls, slope stabilization, etc.) may be required.
 - c. Conduct endangered species studies (including bat studies) if required by regulatory agencies.
 - d. Conduct hydrologic/hydraulic studies as necessary for sizing all drainage structures.
2. Consultant will design and prepare preliminary plans for the proposed roadway to include:
 - a. Typical Sections
 - b. Present layouts
 - c. Proposed layouts
 - d. Profile layouts
 - e. Cross sections
3. Consultant will prepare a construction cost estimate based on the preliminary design.
4. Consultant will make any necessary revisions to the preliminary plans based on review comments.
5. Consultant will coordinate with utilities having facilities in the project area to determine potential impacts on those facilities, consider adjustments in the project design to minimize excessive delays or costs associated with utility adjustments, and determine the need for any permits, approvals, etc. Consultant will provide documents, electronic files, etc. to utilities for their use in evaluating impacts and planning adjustments.

6. Consultant will design and prepare draft bid/construction plans for the proposed roadway to include:
 - a. Estimated quantities
 - b. Notes
 - c. Typical Sections
 - d. Present layouts
 - e. Proposed layouts
 - f. Profile layouts
 - g. Signage Plans
 - h. Striping Plans
 - i. Signal Plans
 - j. Erosion Control Plans
 - k. Environmental Mitigation Plans (if required)
 - l. Traffic Control Plans
 - m. Lighting Plans
 - n. Cross sections
 7. Consultant will make any necessary revisions to the draft construction plans based on review comments and submit final, signed and sealed construction plans for use in project bidding and construction.
- D. Right-of-Way Phase (to be done concurrently with preparation of construction plans)
1. Consultant will prepare plats and/or legal descriptions of areas to be dedicated as road right-of-way and easements.
Note: All property along the proposed route is owned by the City of Jackson; no appraisal or acquisition services will be required.
- E. Permitting (to be done concurrently with preparation of construction plans)
1. Consultant will prepare applications for environmental permits necessary for project construction, including but not limited to:
 - a. Aquatic Resource Alteration Permits
 - b. Corps of Engineers Section 404 Permits.
 - c. Other permits which may be identified.
 2. Consultant will prepare a Storm Water Pollution Prevention Plan and Notice of Intent for project construction.
 3. Consultant will make plan revisions as required based on review comments from permitting agencies and issue plan updates.
- F. Bid Phase
1. Consultant will provide finished plans and bid documents including:
 - a. Prepare a project bid cost estimate.
 - b. Prepare an itemized bid form and technical specifications (as needed) for inclusion in the City's standard bid documents.

Note: Technical specifications should generally be handled via reference to TDOT Standard Specifications. Project-specific technical specifications may be required to modify the TDOT specifications for applicability to the City and to address any specialty items not covered by TDOT specs.

- c. Respond to bidder questions and prepare bid addenda as may be required.
- 2. Consultant will attend Bid Opening, review all bids received for general conformance with bid requirements, and prepare an itemized tabulation of bids.
- G. Construction Phase (optional at City's discretion and under a supplemental agreement)
 - 1. Consultant will attend a preconstruction conference.
 - 2. Consultant will review contractor's material/equipment submittals for general conformance with the Consultant's design intent and the project specifications.
 - 3. Consultant will provide assistance as requested by the City during project construction for interpretation or modification of plans, and other related tasks.

This scope excludes the following services (if added to contract, the Consultant holds the right to revisit the fee):

- 1. A change in roadway alignment from advertisement
 - a. Includes, but not limited to, redesign, re-surveying, and extending the permitting application boundaries
- 2. Stream mitigation
- 3. Additional field reviews
- 4. Public meetings, including displays (not anticipated)
- 5. Costs related to permits, reviews, or public notices
- 6. The design of a structure other than a pipe or box culvert, including geotechnical services related to the bridge
- 7. Right-of-way acquisition (ROW assumed to be on all City property)
- 8. Legal review of contract documents
- 9. Multiple lettings or multiple construction contracts
- 10. Attendance at construction progress meetings
- 11. Over two plan revisions during construction
- 12. Construction layout or staking
- 13. General construction engineering and inspection services
- 14. Services beyond the schedule as laid out in the advertisement

Tom Wolf

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Neel-Schaffer

CONTACT: Michael Agnew, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- ③ – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 – little or no qualification
- 2 – marginal qualification
- ③ – extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 – little or no flexibility
- ② – marginal flexibility
- 3 – demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

- 0 – None
- 1 – little experience
- 2 – adequate experience
- ③ – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- ③ – adequate experience

LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
- 2 – in West TN
- ③ – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 ③ X 3 = 9

QUALIFICATION

1 2 ③ X 1 = 3

SCHEDULE

1 ② 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE 0

1 2 ③ X 4 = 12

SIMILAR SIZE PROJECTS

1 2 ③ X 1 = 3

LOCAL STAFF

1 2 ③ X 3 = 9

TOTAL SCORE..... 42 (45 pts max)

Tom Wolf

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: TLM

CONTACT: Robert Safin, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- 3 – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 – little or no qualification
- 2 – marginal qualification
- 3 – extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 – little or no flexibility
- 2 – marginal flexibility
- ~~1/2~~ demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL
PROJECT EXPERIENCE (weighted 40%)**

- 0 – None
- 1 – little experience
- 2 – adequate experience
- 3 – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- 3 – adequate experience

LOCAL STAFF (weighted 30%)

- ~~1/2~~ in Tennessee
- 2 in West TN
- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 6

QUALIFICATION

1 2 3 X 1 = 2

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE 0

1 2 3 X 4 = 8

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 3

LOCAL STAFF

~~1/2~~ 2 3 X 3 = 6

TOTAL SCORE..... 35 (45 pts max)

Tom Wolf

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Kimley-Horn & Associates, Inc

CONTACT: Drake Danley, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- ③ – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

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ABILITY TO MEET SCHEDULE (weighted 30%)

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PROJECT EXPERIENCE (weighted 40%)**

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LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
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SCORING

DESIGN EXPERIENCE

1 2 ③ X 3 = 9

QUALIFICATION

1 2 ③ X 1 = 3

SCHEDULE

1 ② 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE 0

1 2 ③ X 4 = 12

SIMILAR SIZE PROJECTS

1 2 ③ X 1 = 3

LOCAL STAFF

1 ② 3 X 3 = 6

TOTAL SCORE..... 39 **(45 pts max)**

Tom Wolf

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Stantec

CONTACT: Andre' Rodrigue, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

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**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

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ABILITY TO MEET SCHEDULE (weighted 30%)

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- 3 – demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

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**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

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LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
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- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 9

QUALIFICATION

1 2 3 X 1 = 3

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 12 0

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 3

LOCAL STAFF

1 ~~1~~ 2 3 X 3 = 6 3

TOTAL SCORE..... 24 (45 pts max)

Tom Wolf

FIRM SELECTION FORM

PROJECT: GWL Access Road ✓

FIRM NAME: A2H ✓

CONTACT: Pat Harcourt, PE ✓

RATING SYSTEM

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QUALIFICATION

1 2 3 X 1 = 3

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 0

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 2

LOCAL STAFF

1 2 3 X 3 = 9

TOTAL SCORE..... 24 (45 pts max)

Zach Polk

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Neel-Schaffer

CONTACT: Michael Agnew, PE

RATING SYSTEM

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SCHEDULE

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LOCAL KNOWLEDGE & EXPERIENCE 0

1 2 3 X 4 = 12

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 3

LOCAL STAFF

1 2 3 X 3 = 9

TOTAL SCORE..... 42 (45 pts max)

*Barry has a great track record with City projects.

zolk

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: TLM

CONTACT: Robert Safin, PE

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LOCAL STAFF (weighted 30%)

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- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

$$1 \quad \textcircled{2} \quad 3 \quad \times 3 = \underline{6}$$

QUALIFICATION

$$1 \quad \textcircled{2} \quad 3 \quad \times 1 = \underline{2}$$

SCHEDULE

$$1 \quad \textcircled{2} \quad 3 \quad \times 3 = \underline{6}$$

LOCAL KNOWLEDGE & EXPERIENCE

$$0 \quad 1 \quad \textcircled{2} \quad 3 \quad \times 4 = \underline{8}$$

SIMILAR SIZE PROJECTS

$$1 \quad \textcircled{2} \quad 3 \quad \times 1 = \underline{2}$$

LOCAL STAFF

$$1 \quad \textcircled{2} \quad 3 \quad \times 3 = \underline{6}$$

TOTAL SCORE..... 30 **(45 pts max)**

FIRM SELECTION FORM**PROJECT:** GWL Access Road**FIRM NAME:** Kimley-Horn & Associates, Inc**CONTACT:** Drake Danley, PE**RATING SYSTEM****DESIGN EXPERIENCE (weighted 30%)**

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SCORING**DESIGN EXPERIENCE**

$$1 \quad ② \quad 3 \quad \times 3 = \underline{6}$$

QUALIFICATION

$$1 \quad ② \quad 3 \quad \times 1 = \underline{2}$$

SCHEDULE

$$1 \quad ② \quad 3 \quad \times 3 = \underline{6}$$

LOCAL KNOWLEDGE & EXPERIENCE 0

$$1 \quad ② \quad 3 \quad \times 4 = \underline{8}$$

SIMILAR SIZE PROJECTS

$$1 \quad 2 \quad ③ \quad \times 1 = \underline{3}$$

LOCAL STAFF

$$1 \quad ② \quad 3 \quad \times 3 = \underline{6}$$

TOTAL SCORE..... 31 **(45 pts max)**

Z Polk

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Stantec

CONTACT: Andre' Rodrigue, PE

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- 2 – adequate experience
- 3 – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- 3 – adequate experience

LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
- 2 – in West TN
- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 9

QUALIFICATION

1 2 3 X 1 = 2

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 0

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 2

LOCAL STAFF

1 2 3 X 3 = 3

TOTAL SCORE..... 22 **(45 pts max)**

201K

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: A2H

CONTACT: Pat Harcourt, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- 3 – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 – little or no qualification
- 2 – marginal qualification
- 3 – extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 – little or no flexibility
- 2 – marginal flexibility
- 3 – demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

- 0 – None
- 1 – little experience
- 2 – adequate experience
- 3 – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- 3 – adequate experience

LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
- 2 – in West TN
- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 6

QUALIFICATION

1 2 3 X 1 = 2

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 0

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 2

LOCAL STAFF

1 2 3 X 3 = 9

TOTAL SCORE..... 25 **(45 pts max)**



FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Neel-Schaffer

CONTACT: Michael Agnew, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- 3 – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 – little or no qualification
- 2 – marginal qualification
- 3 – extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 – little or no flexibility
- 2 – marginal flexibility
- 3 – demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

- 0 – None
- 1 – little experience
- 2 – adequate experience
- 3 – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- 3 – adequate experience

LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
- 2 – in West TN
- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 9

QUALIFICATION

1 2 3 X 1 = 3

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 12

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 3

LOCAL STAFF

1 2 3 X 3 = 9

TOTAL SCORE..... 42 (45 pts max)

AS

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: TLM / WSP

CONTACT: Robert Safin, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- 3 – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 – little or no qualification
- 2 – marginal qualification
- 3 – extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 – little or no flexibility
- 2 – marginal flexibility
- 3 – demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

- 0 – None
- 1 – little experience
- 2 – adequate experience
- 3 – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- 3 – adequate experience

LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
- * 2 – in West TN
- 2 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 6

QUALIFICATION

1 2 3 X 1 = 2

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 8

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 2

LOCAL STAFF

1 2 3 X 3 = 6

TOTAL SCORE..... 30 (45 pts max)

* Although TLM is local WSP is out of Nashville and doing most of design work



FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Kimley-Horn & Associates, Inc.

CONTACT: Drake Danley, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- 3 – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 – little or no qualification
- 2 – marginal qualification
- 3 – extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 – little or no flexibility
- 2 – marginal flexibility
- 3 – demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

- 0 – None
- 1 – little experience
- 2 – adequate experience
- 3 – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- 3 – adequate experience

LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
- 2 – in West TN
- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 6

QUALIFICATION

1 2 3 X 1 = 2

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0

1 2 3 X 4 = 8

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 2

LOCAL STAFF

1 2 3 X 3 = 6

TOTAL SCORE..... 30 (45 pts max)

Stan Pilant

FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: Stantec

CONTACT: Andre' Rodrigue, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 - little or no experience in project type
- 2 - marginal experience in project type
- 3 - specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 - little or no qualification
- 2 - marginal qualification
- 3 - extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 - little or no flexibility
- 2 - marginal flexibility
- 3 - demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

- 0 - None
- 1 - little experience
- 2 - adequate experience
- 3 - extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 - little or no experience
- 2 - marginal experience
- 3 - adequate experience

LOCAL STAFF (weighted 30%)

- 1 - in Tennessee
- 2 - in West TN
- 3 - in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 3

QUALIFICATION

1 2 3 X 1 = 2

SCHEDULE

1 2 3 X 3 = 0

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 0

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 2

LOCAL STAFF

1 2 3 X 3 = 3

TOTAL SCORE..... 10 (45 pts max)



FIRM SELECTION FORM

PROJECT: GWL Access Road

FIRM NAME: A2H

CONTACT: Pat Harcourt, PE

RATING SYSTEM

DESIGN EXPERIENCE (weighted 30%)

- 1 – little or no experience in project type
- 2 – marginal experience in project type
- 3 – specializes in project type

**QUALIFICATION &
AVAILABILITY OF STAFF (weighted 10%)**

- 1 – little or no qualification
- 2 – marginal qualification
- 3 – extensive qualification

ABILITY TO MEET SCHEDULE (weighted 30%)

- 1 – little or no flexibility
- 2 – marginal flexibility
- 3 – demonstrates flexibility

**LOCAL KNOWLEDGE & LOCAL (weighted 40%)
PROJECT EXPERIENCE**

- 0 – None
- 1 – little experience
- 2 – adequate experience
- 3 – extensive experience

**WORK ON SIMILAR (weighted 10%)
SIZE PROJECTS**

- 1 – little or no experience
- 2 – marginal experience
- 3 – adequate experience

LOCAL STAFF (weighted 30%)

- 1 – in Tennessee
- 2 – in West TN
- 3 – in Jackson

SCORING

DESIGN EXPERIENCE

1 2 3 X 3 = 6

QUALIFICATION

1 2 3 X 1 = 2

SCHEDULE

1 2 3 X 3 = 6

LOCAL KNOWLEDGE & EXPERIENCE

0 1 2 3 X 4 = 4

SIMILAR SIZE PROJECTS

1 2 3 X 1 = 2

LOCAL STAFF

1 2 3 X 3 = 2

TOTAL SCORE..... 22 **(45 pts max)**